

**TOWN OF UNDERHILL
SELECTBOARD SPECIAL MEETING MINUTES
Underhill Town Hall
Friday, April 29, 2016, 4:45 p.m.**

Selectboard: Clifford Peterson, Rick Heh and Kurt Johnson

Town Staff: Brian Bigelow

Public: Pete Czaja and Roger Frey

4:46 p.m. Call to order, adjustments to agenda. Clifford Peterson added another personnel item to the planned executive session and added editing the Zoning Administrator's job description to the end of the agenda.

4:47 p.m. Public Comment Period. No members of public present.

4:47 p.m. Executive Session: Applicant Interviews for Planning Coordinator position and another personnel matter under 1 V.S.A. §313(a)(3)

Clifford Peterson moved to enter Executive Session to discuss personnel matters under 1 V.S.A. § 313 (a)(3). Rick Heh seconded and the motion passed by a 3-0 vote. Brian Bigelow was invited to attend for part of the session.

5:52 p.m. On a motion by Clifford Peterson seconded by Rick Heh the Selectboard voted 3-0 to exit Executive Session with no action taken at this time.

With Pete Czaja and Roger Frey present, the Selectboard reviewed and discussed the bids received for work on Old Schoolhouse #5. On a motion by Clifford Peterson seconded by Kurt Johnson the board voted 3-0 to award the bid to Fairbanks Construction, with the removal of the provision for ZIP sheathing.

6:34 p.m. Executive Session: Applicant Interviews for Planning Coordinator position and another personnel matter under 1 V.S.A. §313(a)(3)

Clifford Peterson moved to re-enter Executive Session to discuss personnel matters under 1 V.S.A. § 313 (a)(3). Rick Heh seconded and the motion passed by a 3-0 vote. Carolyn Gregson, David Edson, Andrea Phillips, and Charles Van Winkle were invited to join the executive session.

On a motion by Clifford Peterson, seconded by Kurt Johnson, the Selectboard came out of Executive Session on a 2-0 vote at 6:57 p.m.

Clifford Peterson moved that the Chair be authorized to offer the position of Planning Coordinator to Andrew Strniste and to negotiate terms with Mr. Strniste. Rick Heh seconded the motion and it passed 3-0.

Clifford Peterson then set out the reasons for the appointment, including Mr. Strniste's experience as a planner in North Dakota and Connecticut as well as experience in planning-related issues as an intern

and extern during law school, his legal education at Vermont Law School which included the study of land use and water law and independent study on planning mechanisms, and that he is trained in the use of GIS techniques. In addition, Mr. Strniste was interviewed by representatives of the Development Review Board and Planning Commission, all of whom recommended his appointment.

7:05 p.m. The Selectboard did a final review and editing of the job description for the part-time Zoning Administrator.

7:23 p.m. Adjourn Selectboard Meeting: On a motion by Rick Heh and seconded by Kurt Johnson the Selectboard voted 3-0 to adjourn.

Submitted by: Clifford Peterson

Read and Approved as submitted/amended.

	
Clifford Peterson, Chair	Date